

# TEAMWORK DEVELOPMENT PROGRAMME



**The Teamwork Development Programme is designed to help companies to become more productive in the workplace, developing the skills and knowledge of production operators and shop floor workers, helping companies to become more competitive.**

The programme is designed to help employees develop the essential personal and occupational skills that will enable them to become effective teamworkers.

## Business Benefits

Upon completion, your candidates will have developed the essential skills to:

- work more flexibly in their job and integrate with others as part of a team
- deal effectively with culture change and new working practices
- communicate effectively with co-workers and managers
- take responsibility for health and safety issues to reduce accidents and improve workplace health and safety
- improve quality
- solve problems and make effective decisions

## Programme Delivery

The programme combines first-class training and on-the-job assessment in one easy to access package, delivered through 5 one-day workshops:

- training is delivered through facilitated workshops to encourage active participation
- all administration and practical arrangements are undertaken by the National Skills Academy for Manufacturing
- training and assessment is delivered at times and durations that are most convenient to your company
- full tutor and mentoring support is provided throughout
- a high quality practical candidate workbook covering each module is provided

## Health and Safety Passport

The Teamwork Development Programme incorporates the Health & Safety Passport. This is the industry's certification scheme that ensures employees achieve and maintain a recognised standard of health and safety practice, and equips them with the skills and knowledge to help reduce the risk of accidents.

N.B. Health & Safety Passport is optional and issued providing that 2 days of Health & Safety training have been completed.

STEP 1

Duration 5 - 6 Months

Skills Development Modules

Building effective teams

Health and safety (2 days)

Quality and lean

Effective communication

Company specified training

STEP 2

In-company Assessment



LEADING TO

- Certification of Teamwork Development
- NVQ Level 3 Qualification in Combined Working Practices or Metal Processing & Allied Operations
- Health & Safety Passport



Assured Excellence

The National Skills Academy for Manufacturing (the Skills Academy) is a beacon of security for employers. All providers delivering the Skills Academy's products have successfully completed a thorough validation process, proving their competence to deliver world-class subject knowledge through leading-edge training and techniques tailored to the manufacturing sector. This ensures they deliver the best content in the most powerful and cost-effective way possible, so that programme members receive the best value training to world-class standards.